

## APPENDIX L – SIGN GUIDELINES

### Types of Signs

1. **Construction** – A sign acknowledging the funding source is required during construction.
2. **Post Completion** – A funding acknowledgement sign must be installed before the final project inspection and remain in place for at least four (4) years from the date of project completion. The size of the sign is not prescribed; however, the funding source logo must comply with minimum size requirements and all required funding language.

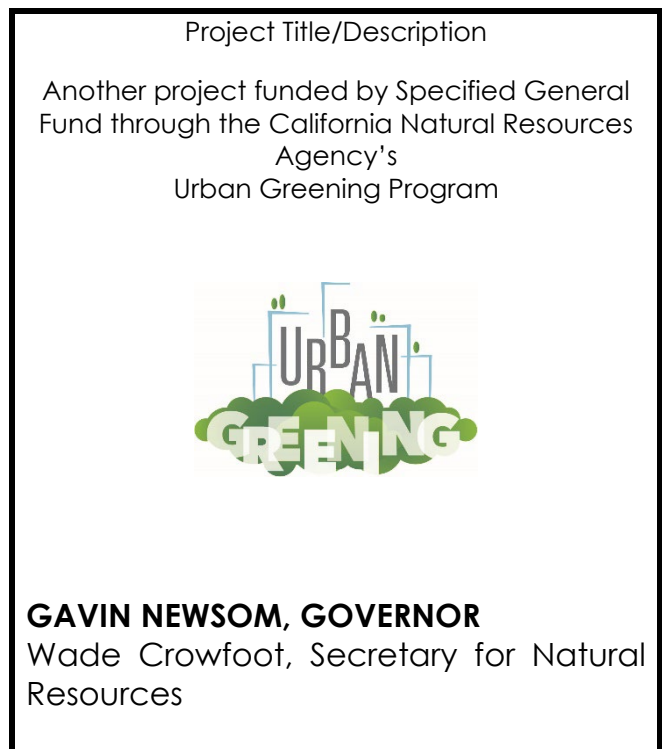
If appropriate, the same sign can be used during construction and completion.

### Sign Language

All signs must contain the language shown to the right. The name of the director of the local agency or other governing body may be added, as well as the names (and/or logos) of other partners, organizations, individuals, and elected representatives.

### Logo

All signs must contain the Urban Greening Program logo (see the box to the right). The logo is available at <http://resources.ca.gov/grants/logo-art/>. The logo must be mounted in an area maximizing visibility and durability. The logo must measure a minimum of 1'X1'. When appropriate, exceptions may be approved at the State's discretion.



### Sign Construction

All materials used shall be durable and resistant to the elements and graffiti. The California Department of Parks and Recreation and California Department of Transportation standards can be used as a guide for gauge of metal, quality of paints, mounting specifications, etc.

### Sign Expense

The cost of the sign(s) is an eligible project expense. Permanent signage is encouraged.

### Appropriateness of Signs

For projects where the required sign may be out of place or affected by local sign ordinance, the State may authorize a sign that is more appropriate to the project.

### Signs on State Highways

Signs placed within the state highway right-of-way may require a Caltrans encroachment permit. Contact your local Caltrans District Office early in the planning process for more information. For District Office locations, see <https://dot.ca.gov/caltrans-near-me>.

**State Approval**

Grantee shall submit the proposed number, location(s), size, and language of sign for review prior to ordering signs. Final funds for projects will not be reimbursed until signage has been approved and installed.